



**To My Loved Ones:**

This letter is written to express my wishes and beliefs regarding my memorial or funeral arrangements.

It is my intent that my Trustee and loved ones follow the instructions contained in this letter. I recognize, however, that there are circumstances that I cannot anticipate. It is my hope that my Trustee and loved ones will use their best abilities to carry out these instructions.

**(1) Conflicts with My Living Trust or Will**

If any instruction contained in this letter is in conflict with any of provision of my Trust or Will, the provisions of my Trust or Will, as the case may be, shall control.

**(2) Notification of My Death**

◆ Upon my death, please notify the following relatives, friends and organizations:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

◆ I would like to have my obituary placed in the following newspapers, newsletters, etc.:

_____	_____
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- \_\_\_\_\_
- ◆ Other notification instructions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **(3) Information for My Obituary**

- ◆ My Date of Birth: \_\_\_\_\_
- ◆ My Place of Birth: \_\_\_\_\_
- ◆ My Family:
  - Parents: \_\_\_\_\_
  - Siblings: \_\_\_\_\_  
\_\_\_\_\_
  - Spouse: \_\_\_\_\_
  - Children: \_\_\_\_\_  
\_\_\_\_\_
  - Grandchildren: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- ◆ Schools attended, dates of graduation, degrees, honors, etc.: \_\_\_\_\_  
\_\_\_\_\_
- ◆ Social and civic organizations and offices held: \_\_\_\_\_  
\_\_\_\_\_
- ◆ Professional organizations and offices held: \_\_\_\_\_  
\_\_\_\_\_
- ◆ Religious affiliations and offices held: \_\_\_\_\_  
\_\_\_\_\_
- ◆ Other information for my obituary: \_\_\_\_\_  
\_\_\_\_\_

### **(4) Funeral Home/Crematory**

\_\_\_\_\_ I have already made pre-need arrangements with the following funeral home/crematory:

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
\_\_\_\_\_ The documents regarding my pre-need arrangements are located:

\_\_\_\_\_ I do not have pre-need arrangements, but I would prefer that you use the following funeral home funeral home / crematory:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

◆ Other funeral home/crematory instructions: \_\_\_\_\_

## **(5) Disposition of My Body**

◆ I would like:

\_\_\_\_\_ To be buried. \_\_\_\_\_ To be entombed. \_\_\_\_\_ To be cremated.

\_\_\_\_\_ My body donated for scientific purposes: \_\_\_\_\_

◆ Other disposition instructions: \_\_\_\_\_

## **(6) Funeral/Memorial Service**

\_\_\_\_\_ I would like to have a funeral service if my body is present.

\_\_\_\_\_ Open Casket \_\_\_\_\_ Closed Casket

\_\_\_\_\_ I would like to have a memorial service instead of a funeral service if my body is not present.

\_\_\_\_\_ I would not like any funeral or memorial service, but request:

\_\_\_\_\_ Direct cremation \_\_\_\_\_ Direct burial

\_\_\_\_\_ I would like the following, in lieu of any of the above: \_\_\_\_\_

◆ I would like my funeral / memorial service to be held at the following facility:

Name of Facility: \_\_\_\_\_

Address: \_\_\_\_\_

◆ I would like the following individual to officiate at my funeral / memorial service (pastor, rabbi, priest, friend, family member): \_\_\_\_\_

◆ I would like the following individual (s) to give my eulogy, homily, or words of comfort at my funeral/memorial service: \_\_\_\_\_

◆ I would like my funeral / memorial service to be:

\_\_\_\_\_ Open to the public. \_\_\_\_\_ Open only to my family and close friends.

\_\_\_\_\_ Open only to: \_\_\_\_\_

\_\_\_\_\_ I would like to have the following additional ceremony: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Held at the following location: \_\_\_\_\_

\_\_\_\_\_

◆ I would like to have the following music / video selections played at my funeral / memorial service: \_\_\_\_\_

\_\_\_\_\_

◆ I would like my favorite scriptures, poems, or readings to be read during my funeral / memorial service: \_\_\_\_\_

\_\_\_\_\_

◆ Other memorial contribution instructions: \_\_\_\_\_

\_\_\_\_\_

◆ I would like to wear the following clothing: \_\_\_\_\_

\_\_\_\_\_

◆ I would like to be buried with the following jewelry and / or other personal items:

\_\_\_\_\_

◆ I would like the following items to be displayed in my casket at my viewing:

◆ \_\_\_\_\_

\_\_\_\_\_

◆ I would like the following items to be displayed on or around my casket at my viewing: \_\_\_\_\_

\_\_\_\_\_

- ◆ \_\_\_\_\_ I would like to have flowers at my funeral / memorial service.
- \_\_\_\_\_ I would not like flowers at my funeral / memorial service.
- \_\_\_\_\_ I would like to have memorial contributions made to the following organizations in lieu of flowers: \_\_\_\_\_

\_\_\_\_\_

- ◆ I would like the following individuals to be my active pallbearers (usually 6-8):

_____	_____
_____	_____
_____	_____
_____	_____

- ◆ I would like the following individuals to be honorary pallbearers:

_____	_____
_____	_____

- ◆ I would like the following individuals to be my flower bearers:

_____	_____
_____	_____

- ◆ Other funeral/memorial service instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**(7) Burial/Entombment/Inurnment**

- ◆ I would like my final disposition to be made at the following cemetery / mausoleum:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

- ◆ I have already purchased a:

\_\_\_\_\_ Burial plot    \_\_\_\_\_ Cremation niche    \_\_\_\_\_ Mausoleum crypt

At the following location:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

- ◆ The deed to the burial plot / mausoleum crypt / cremation niche is located:

\_\_\_\_\_

- ◆ I would like my burial plot / crypt / cremation niche to be:

Next to the following individual: \_\_\_\_\_

At the following location: \_\_\_\_\_

Near the following individual(s): \_\_\_\_\_

At the following location: \_\_\_\_\_

- ◆ I would like my Family or Trustee(s) to pay for perpetual care of my burial plot / crypt / cremation niche in the following amount per year: \_\_\_\_\_

- ◆ Other burial / entombment / inurnment instructions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **(8) Headstone / Casket Selection**

- ◆ I would like my headstone to be designed as follows (color, shape, size, flowers, emblems, etc.): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

- ◆ I would like my headstone to be engraved as follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

- ◆ I would like my casket to be (metallic, wood, cloth-covered, color, etc.):

\_\_\_\_\_

- ◆ Other headstone / casket selection instructions:

\_\_\_\_\_

**(9) Final Expenses**

◆ I would like my final expenses to be:

\_\_\_\_\_Economical \_\_\_\_\_Moderate \_\_\_\_\_Elaborate

◆ Other final expense instructions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(10) Miscellaneous Instructions**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have executed this declaration as my free and voluntary act on the date indicated below.

I may revoke or amend this declaration in writing at any time. I agree that a third party who receives a copy of this declaration may act according to it. Revocation of this declaration is not effective as to a third party until the third party learns of my revocation. My estate shall indemnify any third party for costs incurred as a result of claims that arise against the third party because of good-faith reliance on this declaration.

Thank you for doing your best to see that my wishes are carried out.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

**Note:** Those persons or entities asked to carry out a declarant’s intent regarding disposition of last remains and ceremonial arrangements need do so only if the declarant’s intent is reasonable under the circumstances. “Reasonable under the circumstances” may take into consideration factors such as a know prepaid funeral, burial, or cremation plan of the declarant, the size of the declarant’s estate, cultural or family customs, the declarant’s religious or spiritual beliefs, the known or reasonably ascertainable creditors of the declarant, and the declarant’s financial situation prior to death.